Computers Before the widespread use of computers, managers could not make full use of large amounts of valuable information about a companys activities. The information either reached managers too late or was too late or was too expensive to be used. Today, managers are facing a wide range of data processing and information instruments. In place of a few financial controls, managers can draw on computer-based information systems to control activities in every area of their company. On any kinds of performance measures, the information provided by these systems helps managers compare standards with actual results, find out problems, and take corrective action before it is too late to make changes. The introduction of computerized information systems has sharply changed management control in many companies. Even a neighborhood shopkeeper may now use computers to control sales, billing, and other activities. In large companies, electronic data processing systems monitor entire projects and sets of operations. Now, there are about 24 million microcomputers in use in the United States - one for every 10 citizens. It is estimated that by 1996, 61 percent of American managers will be using some sort of electronic work station. In order for managers to be sure that the computer-based information they are receiving is accurate, they need to understand how computers work. However, in most cases they do not need to learn how to

program computers. Rather, managers should understand how computerized information systems work. how they are developed. their limitations and costs. and the manner in which information systems may be used. Such an understanding is not difficult to achieve. One research found that business firms were more successful in teaching basic information about computers to business graduates than they were in teaching business subjects to computer science graduates. 1. Equipped with computers, managers today operate their firms with higher efficiency and less cost than they used to be. A. Right B. Wrong C. Not mentioned 2. Today, financial controls are still exercised in some minor areas such as billing and vocational training. A. Right B. Wrong C. Not mentioned 3. It is unnecessary for a neighborhood baker to use a computer in his shop. A. Right B. Wrong C. Not mentioned 4. At present about 10% of American citizens possess a microcomputer. A. Right B. Wrong C. Not mentioned 5. One thing that managers do not have to understand is how computers work. A. Right B. Wrong C. Not mentioned 6. In some case managers have to learn how to write programs so as to work out computerized information systems that suit their own companies best. A. Right B. Wrong C. Not mentioned 7. Computerized firms would rather employ business graduates than computer science graduates because it is easier to train the former into qualified employees. A. Right B. Wrong C. Not mentioned KEY:ABBABCA 100Test

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